

# MIAMI TOWNSHIP BOARD OF TRUSTEES

**FEBRUARY 19, 2014**

The Miami Township Board of Trustees met in regular session on Wednesday, February 19, 2014 at 7:00 PM. Trustee Ken Tracy called the meeting to order and lead the Pledge of Allegiance. The invocation was given by Ken Tracy. Fiscal Officer, Eric C. Ferry, called the roll. Attending were Trustees Ken Tracy, Mary Makley Wolff and Karl Schultz. Mr. Schultz noted and congratulated Mr. Tracy on being named President of Cincinnati Christian University. Mr. Schultz made a motion to approve the minutes of the January 22, 2014 business meeting and the February 10, 2014 work session, seconded by Mrs. Wolff with all voting "AYE".

**Correspondence:** None

**Proclamations and Special Presentations:** Police Chief Madsen presented the Police Life Saving Award to Officer Kevin Murray for his quick response to a pond where two people had fallen into the icy pond trying to rescue their dogs. Officer Murray's quick actions saved the lives of the couple and one of their dogs. Chief Madsen noted Officer Murray was part of a mutual aid response.

Ms. Stacy Mathis, of Partners for a Drug Free Milford Miami Township, along with Kiera and Cory from Milford High School's Drug Free Coalition, came forward to talk about the drug free programs and the efforts to keep Milford and Miami Township Drug Free.

Stacy Mathis advised of a forum being held on Thursday, March 6, 2014 regarding drug abuse and its impact on the abusers and their families. This is being held at the Wyler Automotive Center.

Mr. Fronk advised a representative from the Milford Board of Education was going to be present to discuss upcoming forums but was unable to make it. Mr. Fronk will contact the district to see if someone would come to do a cable TV show explaining the community forums.

**Department Reports:** A representative of each department presented a report of activities during the month of January 2014.

Community Development	Mr. Ethridge
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Mantel
Administrator	Mr. Fronk

**Old Business:** None

**New Business:** Mrs. Wolff made a motion to pay the bills of the Township with 256 checks numbered 116938 - 117194 and 15 electronic checks numbered 320 - 335 for the total amount of \$2,219,084.02 plus payroll and payroll taxes for the week of 01/18/2014 in the amount of \$389,566.51 and payroll and payroll taxes for the week of 02/01/2014 in the amount of \$394,633.92, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk advised for the need of a Then and Now Certificate in the amount of \$59,549.00.

Mr. Schultz made a motion to adopt Resolution 2014-06 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$59,549.00, seconded by Mrs. Wolff with all voting "AYE".

Mr. Fronk presented several personnel actions to the Board. In the Fire Department, he advised the part-time Firefighter Shawn Wurzelbacher has received his Firefighter 2 certification and is recommending Mr. Wurzelbacher be promoted from part-time Fighter 1/Paramedic to part-time Firefighter 2/Paramedic with a pay rate of: Base \$16.18; Daytime \$20.39 and Nighttime \$17.51 effective January 1, 2014.

Mr. Schultz moved to approve the recommended Fire Department personnel action presented by Mr. Fronk, seconded by Mrs. Wolff with all voting "AYE".

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Mr. Fronk recommended, for the Police Department, to remove Ms. Ami Reynolds from probation effective January 28, 2014 and recommended the Board remove Mr. Ken Ratliff from probation effective January 28, 2014 and move him to Mechanic II, Step 5 with a pay-rate of \$33.30.

Mrs. Wolff moved to approve the recommended Police Department personnel actions as presented by Mr. Fronk, seconded by Mr. Schultz with all voting "AYE". Service Director, Mike Mantel, and Police Chief, Sue Madsen, both acknowledged Ken Ratliff's excellent work.

For the Recreation Department, Mr. Fronk recommended the Board accept the resignations of the following part-time employees effective 12/31/2013; Maureen Asher, Katie Best, Emily Bullock, Nancy Haines and Brett VanCauwenbergh. Also to offer conditional employment to the following; Pam Conner as a Recreation Assistant/Instructor, Erin Zink as a Recreation Assistant/Instructor, Janie Grover as a Recreation Assistant, Helena Hill as a Recreation Assistant, Kyle Smith as a Recreation Assistant (was a YELL Program Volunteer), Kelsi Spillman as a Recreation Assistant, Nash Leavens as a YELL Program Volunteer, Mollie Vonderhaar as a YELL Program Volunteer, Sean Vonderharr as a YELL Program Volunteer and Kaleb Zink as a YELL Program Volunteer.

Mr. Schultz moved to approve the recommended Recreation Department personnel actions as presented by Mr. Fronk, seconded by Mrs. Wolff with all voting "AYE".

Mr. Fronk presented two contracts for the Board's consideration. The first is a contract between Miami Township Recreation and Skyhawks to provide our summer sports camps. The agreement is the same as last year and is recommending the Board approve a contract with Skyhawks to provide recreational sports camps during the summer of 2014 and authorize the Administrator to execute the contract on behalf of the Board.

Mrs. Wolff moved to approve a contract with Skyhawks to provide recreational sports camps during the summer of 2014 and authorize the Administrator to execute the contract on behalf of the Board, seconded by Mr. Schultz with all voting "AYE".

The next is a Memorandum of Understanding between Clermont County and the Board of Township Trustees for the AIM-MRO sewer extension project. The MOU outlines the responsibilities of the County and the Township. The Water Resource Department will manage the project including engineering, bidding and construction. The Township will provide the funding and will lead public involvement meetings if necessary. Mr. Fronk is recommending the board approve the Memorandum of Understanding with the Clermont County Water Resource Department and authorize the Administrator to execute the MOU on behalf of the Board.

Mr. Schultz made a motion to approve the Memorandum of Understanding with the Clermont County Water Resource Department and authorize the Administrator to execute the MOU on behalf of the Board, seconded by Mrs. Wolff with all voting "AYE".

Mr. Fronk explained the Fire/EMS Department is requesting authorization to bid the purchase of replacement Self contained Breathing apparatus and in 2013 the department received a \$214,470.00 Assistance to Firefighters Grant to help offset the cost of the apparatus. Mr. Fronk is recommending the Board authorize the advertisement for bid for replacement of Self Contained Breathing Apparatus.

Mrs. Wolff moved to authorize the advertisement for bid for replacement of Self Contained Breathing apparatus, seconded by Mr. Schultz with all voting "AYE".

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Mr. Fronk advised the Board he made changes to the proposed amendment to the Physical Fitness Program section of the Personnel Policy and Procedures consistent with the comments made at the February 10, 2014 work session and is recommending the board approve the amendment.

Mrs. Wolff moved to approve the amendment to the Physical Fitness Program section of the Miami Township Personnel Policies and Procedures, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk advised the Board of miscellaneous surplus equipment that is no longer necessary for the operation or is obsolete in the Police Department. Mr. Fronk is recommending the Board adopt a resolution authorizing the surplus equipment be disposed of by Internet Auction pursuant to Section 505.10 of the Ohio Revised Code. If no qualified bidders are found within sixty (60) days then he recommends the Police Chief be authorized to dispose of the equipment by destruction or other means.

Mr. Schultz moved to adopt Resolution 2014-07 a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by Internet Auction pursuant to Section 505.10 of the Ohio Revised Code and if no qualified bidders are found within sixty (60) days the Police Chief is authorized to dispose of the equipment by destruction or other means, seconded by Mrs. Wolff with all voting "AYE".

Mr. Fronk advised the Board that during an internal audit the Service Department found a speed reduction survey has never been conducted on certain streets that are totally within platted subdivisions and still have a speed limit of 55 mph. Mr. Fronk is recommending the Board adopt a resolution lowering the speed on those streets to 25 mph.

Mrs. Wolff made a motion to adopt Resolution 2014-08 a resolution lowering the speed limit on certain streets in Miami Township according to the list attached in the document, seconded by Mr. Schultz with all voting "AYE".

Mr. Fronk presented two out of Township travel requests. The first is from the Police Department to send Jennifer Ryan, Department Accreditation Manager, to the CALEA Conference in Schaumburg, IL from July 22 through July 27 (inclusive of travel days) at a cost not to exceed \$1,835.00. Transportation will be via Township vehicle.

Mrs. Wolff moved to approve the Police Department out of Township travel request as presented, seconded by Mr. Schultz with all voting "AYE".

The second out of Township travel request is from the Fire/EMS Department to send Assistant Chief Dan Mack and Captain Dean Miracle to the Fire Instructor's Conference in Indianapolis from April 6 to April 12, 2014 at a cost not to exceed \$3,700.00. Transportation will be via staff vehicle. Mr. Fronk advised this is a train the trainer conference and one of the premier fire training conferences in the country.

Mr. Schultz moved to approve the Fire/EMS Department out of Township travel request as presented, seconded by Mrs. Wolff with all voting "AYE".

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**Public Comment:** None

**Executive Session:** Mr. Schultz made a motion to go into Executive Session to discuss pending or imminent litigation pursuant to Section 121.22(G)(3) of the Ohio Revised Code, seconded by Mrs. Wolff with all voting “AYE”.

Mr. Schultz moved to come out of Executive Session, seconded by Mr. Tracy with all voting “AYE”.

With no further business to come before the Board the meeting was adjourned at 8:30 p.m.

ATTEST: \_\_\_\_\_  
Eric C. Ferry, Fiscal Officer

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Ken Tracy, Chairperson